



City of Seattle - Special Events Liquor Service Guidelines

Restaurants and bars that seek to operate extended service areas (outside of any existing public space permitted) within a festival, must work through the festival organizer.

The festival has the street use permit for the footprint of their festival within a specific date range. If a restaurant or bar within that footprint seeks to alter the public right of way, permission to do so will only be granted as part of the organizers special event permit. Permits will not be issued to individual establishments.

Restaurants and bars that wish to use the sidewalk area to extend their service area may use the whole portion of the adjacent sidewalk, out to the curb. Temporary curb ramps shall be installed on each side of the closed sidewalk section. A minimum 10' wide section of the street adjacent to the closed portion of the sidewalk shall be kept clear at all times.

If your special event is planning on having restaurants or lounges ***within*** your festival footprint operate extended service areas, you're required to do the following at the time you apply for a special event permit:

- Include the names of each establishment on your event map
- Submit the dimensions and fencing plan for each establishment and include these service areas on your event map (areas are limited to the curb)
- Submit a description of the services planned (selling food, liquor, etc)

Generally, the following rules and regulations will also apply:

- Any extended service area must be adjacent and contiguous to the business premises
- Any extended service area may NOT be adjacent and contiguous with any other area licensed for liquor sales (i.e., may not be adjacent to other restaurants or differently-licensed liquor "gardens")
- Proprietor of business is responsible for securing entrances and exits with staff checking for twenty-one (21) and over identification for alcohol consumption
- One layer of 42-inch tall barrier must be in place around any extended service area

Seattle Department of Transportation (SDOT) has the initial authority for any extended service area that is intended to be operated on the public right of way (streets or sidewalks). Once SDOT has approved the location, the vendor can seek permitting from the Washington State Liquor Control Board (WSLCB) if liquor sales are involved. Seattle Fire Department must also be consulted for assembly, occupancy and other approvals and permits.

If the intended space is not in the public right of way (streets or sidewalks) but is on private property, the vendor should still include the space in the main application but can go directly to WSLCB for the individual permitting.

Once the space and liquor sales are approved by SDOT and WSLCB, the Special Event permitting process can continue. Fire, Health and other agencies may have separate requirements and must be consulted for permitting requirements also.

The Special Events committee requires that all plans for extended service areas be submitted to the committee chair no later than 30 days prior to the first requested day of operation. Revised applications/maps received within less than 30 days will not be accepted.

Beer/Wine/Spirit Gardens

Beer Gardens: Additionally, the operation of a "beer garden" must comply with the following conditions:

- The beer garden shall be separately fenced with six foot (6') high chain link fencing or 42 inch high picket fencing. When the 42 inch high picket fencing is used, a second 42 inch high picket fence shall be installed around the outside of the interior fence, at least six feet from the interior fence.
- The level of security staffing for the beer garden shall be sufficient to insure compliance with State and local laws and shall require that every exit/entry to the beer garden be staffed to ensure that no alcoholic beverages are removed from or brought into the beer garden.
- For the purpose of admission to the beer garden and service of alcoholic beverages, operators of the beer garden shall ensure that all persons who appear 30 years of age or younger shall present appropriate identification attesting their age to be at least 21 years.
- No glass serving container shall be permitted for use in beer garden services or food/beverage services associated with the beer garden.

This document is intended only as a guideline to individuals and organizations seeking permitting. All interested should familiarize themselves with the actual policies, procedures, ordinances and laws outlined by each agency that may be involved.